

# Oak Ridge Institute for Science and Education (ORISE) Fellowship Program Information Packet

Division of Laboratory Sciences  
Centers for Disease Control and Prevention

<http://www.cdc.gov/nceh/dls/>

Oak Ridge Institute for Science and Education (ORISE) is a Department of Energy facility managed and operated by Oak Ridge Associated Universities. Its diverse array of complementary, and often unique, programs include the following:

1. Science education programs
2. Research and training in workforce health, safety, and security
3. Emergency preparedness and response
4. Radiological site characterization and cleanup verification
5. Technical training systems
6. Integrated scientific and technical expertise

## ORISE Fellowship Program

The Research Participation Program for CDC, National Center for Environmental Health (NCEH) and the Division of Laboratory Sciences (DLS) provides opportunities for members of the academic community (i.e., postgraduates, students, and faculty) to participate in DLS programs, projects, and activities. The program is administered by the Oak Ridge Institute for Science and Education (ORISE). The goal of the ORISE Fellowship program is to enhance the educational programs offered by academic institutions, strengthen the scientific and technical manpower base, transfer knowledge and technology to the academic community, and support a growing national commitment to science education.

College and university faculty, students, and post-graduates are provided opportunities for hands-on participation in research and development activities at federal laboratories. To be eligible for the program, 1) a postgraduate participant must have received a college degree within three years of the date of appointment, 2) a student participant must be enrolled in an accredited U.S. college or university, and 3) a faculty participant must be a full-time faculty member at an accredited U.S. college or university. These requirements help to ensure that participants are still engaged in formal education and that the experience will enhance their personal education and skills. As a result of these appointments, technology is introduced (or reintroduced) into the universities and colleges and integrated into campus-based instruction and research programs. The ORISE program provides opportunities for participants to 1) continue their education in the areas of their participation, 2) enhance their professional development in science, mathematics, and engineering areas, 3) become familiar with the research areas of the federal sponsor; and 4) become available as scientists and engineers for future employment in fields related to the DLS mission.

Persons selected for the appointments do not become federal employees. Participants will become administratively associated with ORISE through a letter of appointment and Terms of Appointment. They will receive guest appointments at DLS and will not enter into an employer/employee relationship with DLS, CDC, Oak Ridge Associated Universities (ORAU), ORISE, Department of Energy (DOE), or any other office or agency.

Program participants are paid a monthly stipend. No salaries or fringe benefits paid. Participants do not earn sick leave or annual leave time; although the host facility can permit occasional absences without reduction of the stipend payment or termination of the appointment.

Appointments involve a full-time commitment to the research program at DLS, and the appointee's research participation must be conducted in a manner and according to a time schedule that meets the overall requirements of DLS. The participants are expected to be at the host facility during normal working hours and at all times observe and conform to all applicable rules, regulations, and requirements of the facility including, but not limited to, those respecting environment, safety, and health (ES&H) and ES&H training requirements, security, operating and health physics procedures, drug-free work place notification requirements, and conduct.

Participants are appointed to a particular host facility and are given a specific assignment under a mentor appointed by the laboratory. The assignment may be broad, but it should be a definable project with a beginning and an end. The mentor is responsible for guiding and assisting the participant on the project but is not the participant's supervisor.

## **Eligibility**

An applicant for the postgraduate component must have received a college degree (bachelor's, master's, or doctoral) in an appropriate science or engineering discipline within 3 years of the desired starting date or expect to complete all requirements for such a degree before to the desired starting date.

An applicant for a student appointment must be enrolled in an accredited U.S. college, university, or technical institute, and in an academic program leading to an associate, baccalaureate, or graduate degree. Student applicants should be at least 18 years old; have completed the freshman year; and have a cumulative grade point average of 2.5 or higher (based on a 4.0 point scale) from institutions of higher education.

An applicant for a faculty appointment must be a full-time faculty member at an accredited U.S. college or university.

U.S. citizenship or permanent resident alien status is preferred. Other applicants, including established scientists interested in new training activities, will be considered on a case-by-case basis. Disciplines appropriate to the program include, but are not limited to, the physical, biological, medical, and computer sciences; engineering; and supporting disciplines.

This is an equal opportunity program open to all qualified persons without regard to race, sex, religion, color, age, physical or mental disability, national origin, or status as a disabled veteran or veteran of the Vietnam era.

## **Benefits**

Postgraduate (including post-baccalaureate) participants will receive a monthly stipend, which varies depending on degree level, discipline, and experience. A stipend schedule will be developed and established in cooperation with DLS.

Student participants receive a stipend based on academic standing and discipline. A stipend schedule will be developed and established in cooperation with DLS.

Faculty participants and other established scientists/engineers receive a monthly stipend based on their regular salaries. Participants with sabbatical leave appointments are expected to have at least one-half of their salary paid by their home institutions.

## **Appointment Period**

Postgraduate (including post-baccalaureate) appointments will be for 1 year, renewable for up to 2 additional years upon recommendation of DLS. Student and faculty appointments are normally for 10 to 12 weeks during the summer. All appointments are subject to the availability of funds and may be terminated if appropriated funds are unavailable.

## **Application and Selection Procedure**

Applications will be received, processed, and reviewed by ORISE for eligibility and completeness. Applications for all eligible candidates will be transmitted to the requested DLS laboratory for review. The final selection of participants is made by DLS in cooperation with ORISE. Those selected will be offered appointments by ORISE.

An applicant interested in the postgraduate, student, or faculty programs for DLS should contact ORISE for general information and an application packet. The completed application and supporting materials must be submitted directly to ORISE.

A postgraduate applicant must submit the following: an application form, resume, publication list (if applicable), reprints or abstracts of publications, and a statement of research interests. The other supporting materials required for a completed application are official transcripts of the applicant's academic record and two references, including one from the applicant's dissertation and/or thesis advisor.

A student applicant must submit the following: an application form, certificate of enrollment, two references, and official transcripts of the applicant's academic record.

A faculty applicant must submit the following: an application form, two references, resume, publication list, and a statement of research interests.

The completed application will be to select participants and administer the research participation program and will be copied for that purpose. Disclosure of such information is made subject to Public Law 93-579 (the Privacy Act of 1974) and the Department of Energy regulations as published in the Federal Register of September 30, 1977.

The final selection of participants will be made by DLS in cooperation with ORISE and will be based on scientific background and experience, research accomplishments, academic records, recommendations, compatibility of the applicant's background with the interests of DLS, and the availability of funds, programs, staff, and facilities.

### **Conditions and Obligations**

All contingencies of an appointment offer must be met before an awardee can begin an appointment. For example, if an award is offered to a candidate for a college degree, the college must present acceptable evidence that the candidate has completed all the formal academic requirements for such a degree before a postgraduate appointment can begin.

Participants will become administratively associated with ORISE through a letter of appointment and Terms of Appointment. They will receive guest appointments at DLS and will not enter into an employer/employee relationship with CDC, ORAU, ORISE, DOE, or any other office or agency.

Health insurance is required, but the premiums are not paid by the program.

Appointments involve a full-time commitment to the research program at DLS, and the participant must be in residence at DLS or other approved facility during the entire period of the appointment. The appointee's research participation must be conducted in a manner and according to a time schedule that meets the overall requirements of DLS.

Participants are required to sign and abide by the appointment letter, the Terms of Appointment (which includes a disclaimer of liability) and other documents required by DLS. Pursuant to Title 35 U.S. Code, Section 212, no provision of the ORISE Terms of Appointment or any other document required by DLS to be completed by a participant may contain any provision giving DLS any rights to inventions made by the participant.

Participants are encouraged to submit a report of their accomplishments to ORISE, to acknowledge the support of DLS and the CDC on publications and presentations that are related to the research conducted during the appointment, and to provide a copy of such publications to ORISE. Participants should acknowledge support by the following statement: "This project was supported in part by an appointment to the Research Participation Program for the Centers for Disease Control and Prevention: National Center for Environmental Health, Division of Laboratory Sciences, administered by the Oak Ridge Institute for Science and Education through an agreement between the Department of Energy and DLS."

**Further information about the ORISE program can be found at <http://www.ornl.gov/cdc/>.**